

FREDERICK COUNTY
Local Emergency Planning Committee (LEPC)
Meeting Minutes

DATE: Monday, December 10, 2012

LOCATION: Division of Fire and Rescue Services
Public Safety Training Facility
5370 Public Safety Place
Frederick, MD

ATTENDEES: Dennis Dudley, FPD; Dewey Foreman, HAZMAT Vol.; Richard Himes, FC-DFRS; Chip Jewell, FC-DEC; Tom Meunier, FC-DPW; Doug Orner, VFRA; Steve Cooper, FC-DEP; Barbara Rosvold, FCHD; Seamus Mooney, FC-DEP; John Reginaldi, MEMA; Karin Tome, City of Brunswick; Joe Palkovic, FPD.

Chairman Dudley called the meeting to order at 0830 hours, followed by introduction of those in attendance.

MEETING MINUTES:

- A motion was made by T. Meunier and seconded by D. Orner that the minutes of the October 8, 2012, meeting be accepted. The motion passed unanimously.

COMMITTEE REPORTS:

- External Committee
 - The 2012 LEPC/EOC Exercise after action report (AAR) has been completed, and the contractor has been paid. I will have the secretary distribute the AAR.
- Internal Committee
 - No report.

OLD BUSINESS or INFORMATION:

- Calendar year 2013 LEPC Drill/Exercise discussion
 - S. Mooney stated that one scenario to consider would be a combined hazardous materials (haz mat) and water rescue drill; we haven't previously had one. He also said we could consider having a rail exercise in Brunswick.
 - D. Dudley said we should consider doing a table-top discussion with Brunswick next year.
 - S. Mooney stated he would reach out to CSX.
- 2012 Grant Funds
 - In October, C. Jewell had requested funds to purchase a module for the voice/tone siren encoder (approximate cost: \$500 - \$1,000). He stated that the accrual cost had come in at \$1,200. A motion was made by C. Jewell and seconded by R. Himes to authorize an additional \$200 of grant funds to purchase the module. The motion passed unanimously.
 - S. Cooper stated that with the payment of the Annual Notice and the approval of the additional \$200 for the siren encoder, there was a balance of \$801.13 in the fund.
 - T. Owens said the County's Haz Mat Team needed some items replenished, like Level B suits. A motion was made by R. Himes and seconded by S. Mooney to spend the remaining grant funds on replenishing items for the Haz Mat Team. The motion passed unanimously.

- Publication of the required annual Public Notice will be in the Frederick News Post next week.
- 2013 Planning
 - Meeting location
 - S. Mooney recommended that we continue to hold meetings at its current location - Division Fire and Rescue Services, Public Safety Training Facility. Those in attendance agreed.
 - It was suggested that we occasionally hold a meeting elsewhere to try and increase participation or when it was appropriate due to a meeting agenda item.
 - Mayor Tome said we were welcome to come to Brunswick.
 - Agenda/Speakers/Large Meeting
 - S. Mooney stated he had been trying to get a speaker from the Maryland Department of the Environment (MDE) for a couple of years. We had good attendance at the meeting when we had a representative from the Environmental Protection Agency (EPA) as a speaker.
 - D. Dudley stated he would contact the EPA Region III representative about speaking at one of our meetings.

NEW BUSINESS:

- Voting membership list update
 - The secretary will send out the current voting membership list for review and update.
- National Response Center Notifications
 - S. Cooper reported details of three Situational Awareness Reports that had been received from the National Response Center since the last meeting.
- Approval of LEPC Grant Eligibility Certification Statement
 - After reading the requirements for grant fund eligibility and ensuring compliance with each during the 2012 calendar year, D. Dudley made a motion, which was seconded by S. Mooney, that the LEPC Grant Eligibility Certification Statement be signed by the chairman.

ROUNDTABLE:

- C. Jewell
 - The move back to the Emergency Communications Center (ECC) at the Law Enforcement Center (LEC) has been delayed, probably until after the first of the year.
 - Frederick Police Department dispatchers will be relocating to the ECC and State Highway Administration CHART dispatchers will be moving to the floor of the ECC from a remote location near the ECC.
 - The Department of Communications (DEC) will be conducting a recruit class beginning the first week of January. They currently have six vacancies.
 - DEC is working with Verizon Wireless to be the first county in Maryland to accept 9-1-1 text messaging. We need to reach out to the hearing impaired community, and we hope to be BETA testing next January or February.
- K. Tome
 - Jack Markey was in Brunswick and mentioned the possibility of putting an Emergency Alerting System in Brunswick.
 - C. Jewell gave a brief explanation of the current system in Brunswick.

- S. Mooney stated that it costs approximately \$75,000 per siren, and Brunswick would need 2 – 3 sirens.
- B. Rosvold
 - The Health Department is looking at bringing in a speaker on the new guidance pertaining to nuclear events. Two people from FEMA have been recommended to them. They hope to do it this spring.
- J. Reginaldi
 - The Preventive, Radiological/Nuclear, Detection (PRND) Program is being coordinated by the Maryland Department of Environment (MDE). Maryland is the only State in the nation that is doing something like this state-wide, and will be asking the MEMA Regional Liaison Officers (RLOs) to reach out to the Emergency Managers to obtain a list of what RAD/NUKE detection equipment each county/municipality has to compile a comprehensive list for MDE. The equipment working group will be asking for a comprehensive list from each county in December or January.
 - Be sure to check the MEMA web site on the training and calendar tabs for the trainings offered. He has scheduled Advanced Critical Infrastructure and Key Resources for Feb 12, 2012. However, it isn't listed on the MEMA web site yet. It should be listed next week. Check the TEEX web site and related sites for trainings you would like MEMA to bring to Frederick County.
 - InfraGard also offers monthly trainings. In addition, InfraGard also has 3 Special Interest Groups (SIGs), Cyber Security SIG, Physical Security SIG and Insider Threat SIG that offers trainings. Interested persons should let him know and he will e-mail you the on-line membership application.
 - Let him know when the Frederick Co. 911 Verizon texting project is completed and he will submit it for the Maryland Governor's Crime Prevention Award. This project would be an excellent candidate for this award for proactive programs.
- S. Mooney
 - The Maryland School for the Deaf received a grant for an on-campus emergency notification system. We have a meeting to discuss this with them.
 - The Department of Emergency Preparedness (DEP) is working on the Hurricane Sandy AAR and will be sending the completed draft out for review.
 - There will be a Hurricane Sandy Public Assistance meeting on December 12 at 1300 hours. We have met our threshold of \$830,000 to be eligible. As of now, we are eligible for 75% reimbursement, but hope to get the percentage increased.
 - The County is in the process of reviewing the Base Emergency Operations Plan and its annexes. Review comments are due to DEP by COB December 14.
 - Division Continuity of Operations Plans review will begin in January or February of next year.
- D. Dudley
 - Personnel from FPD, Ft. Detrick and NIH received radiological source theft training in Tennessee. We should be looking at sources of radiological materials at facilities throughout the County to prepare response plans.
- R. Himes
 - Frederick Memorial Hospital contacted DFRS about conducting training for their in-house Haz Mat Response Team.

- He has a number of people who still need the ICS 300 and 400 classes. Loudoun County just cancelled a class because they did not have enough people. We may need to look at alternative delivery methods.
- The Radiological/Nuclear Surveillance Course from the Nevada Test Site is being conducted here the week of April 15.
- The County's Haz Mat Team is conducting quarterly training.

➤ T. Owens

- The County's Haz Mat Team is looking at a change to the response protocols. Currently, there are parts of the County where a surrounding jurisdiction is first due. The change would have the County's Haz Mat Team dispatched on all haz mat calls in the County.

A motion was made by T. Owens and seconded by S. Mooney to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 0920 hours.

The next meeting will be held on February 11, 2013, at the Division of Fire and Rescue Services, 5370 Public Safety Place, Frederick, MD 21704.

Respectively submitted by Steven Cooper, Secretary.